CSCL/CD-516 (Rev. 08/15)

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU

Date Received	
	This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Name		
Address		
City	State	ZIP Code

EFFECTIVE DATE:

Document will be returned to the name and address you enter above.
If left blank, document will be returned to the registered office.

CERTIFICATE OF AMENDMENT TO THE ARTICLES OF INCORPORATION

For use by Ecclesiastical Corporations

(Please read information and instructions on the last page)

Pursuant to the provisions of Act 327, Public Acts of 1931, the undersigned person(s) execute the following Certificate:

1. The present name of the corporation is:

   _____

2. The identification number assigned by the Bureau is: [ ]

3. Article _____ of the Articles of Incorporation is hereby amended to read as follows: (Any article being amended is required to be set forth in its entirety.)

4. The necessary number of members as required by statute voted in favor of the amendment at a meeting held on the

   _____ day of _____

5. The following is a copy of the Call for the Meeting:

   (The call notifying the members of the meeting should be copied here, using the wording as it appeared in the church bulletin, paper, notice, or as it was announced from the pulpit. Minutes of the meeting are not required.)

6. The number of members present as such meeting: _____

7. The number of members voting in favor of the amendment: _____

Signed this _____ day of _____, _____ by the person(s) controlling the temporal affairs:

_____ (Signature)	_____ (Signature)
_____ (Type or Print Name)	_____ (Type or Print Name)
_____ (Signature)	_____ (Signature)
_____ (Type or Print Name)	_____ (Type or Print Name)

All signatures must be notarized. Attach separate notarizations if necessary.

State of _____ }
ss.
County of _____ }

Subscribed and sworn to before me this _____ day of _____ , _____.

by _____
(All persons signing must appear before the notary. List names here.)

_____
(Signature of Notary)

_____
(Type or Print Name of Notary)

Notary Public for _____ County,

State of _____

(Notary Seal)

My Commission expires _____

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Name of person or organization remitting fees.

Preparer's Name _____

Business Telephone Number ( ) _____

INFORMATION AND INSTRUCTIONS

1. This form may be used to draft your Certificate of Amendment to the Articles of Incorporation. A document required or permitted to be filed under the act cannot be filed unless it contains the minimum information required by the act. The format provided contains only the minimal information required to make the document fileable and may not meet your needs. This is a legal document and agency staff cannot provide legal advice.

2. Submit one original of this document. Upon filing, the document will be added to the records of the Corporations, Securities & Commercial Licensing Bureau. The original will be returned to your registered office address, unless you enter a different address in the box on the front of this document.

   Since the document will be maintained on electronic format, it is important that the filing be legible. Documents with poor black and white contrast, or otherwise illegible, will be rejected.

3. This document is to be used pursuant to section 182 of Act 327, P.A. of 1931, for the purpose of amending the Articles of Incorporation of an ecclesiastical corporation.

4. Item 2 - Enter the identification number previously assigned by the Bureau. If this number is unknown, leave it blank.

5. The Articles of an ecclesiastical corporation can be amended by the affirmative vote of a majority of the members entitled to vote thereon that are present at a meeting of the members of the corporation called for that purpose pursuant to the bylaws. If a different majority is required by the rules of discipline or by the church policy in any particular case, that requirement controls.

6. Item 5 - The notice given to members that a meeting is scheduled at which adoption of the amendment will be considered. The wording should be as it appeared in the church bulletin, paper, notice, or as announced from the pulpit. The notice must be to the entire membership of the church, not just the Board of Directors or other selected group.

7. Item 6 - Must be completed to reflect the number of members present at the meeting. This must be members of the corporation, not just members of the board of directors or other select group.

8. This Certificate must be signed in ink by the person or persons controlling the temporal affairs of the corporation. All parties signing the certificates are required to appear before a notary. Under each signature, please type or print that person's name and title.

9. **NONREFUNDABLE FEE**: Make remittance payable to the State of Michigan. Include corporation name and identification number on check or money order ..... **$ 10.00**

Submit with check or money order by mail:

Michigan Department of Licensing and Regulatory Affairs
Corporations, Securities & Commercial Licensing Bureau
Corporations Division
P.O. Box 30054
Lansing, MI 48909

To submit in person:

2501 Woodlake Circle
Okemos, MI
Telephone: (517) 241-6470

Fees may be paid by check, money order, VISA or Mastercard when delivered in person to our office.

MICH-ELF (Michigan Electronic Filing System):

First Time Users: Call (517) 241-6470, or visit our website at http://www.michigan.gov/corporations
Customer with MICH-ELF Filer Account: Send document to (517) 636-6437

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Optional expedited service.
Expedited review and filing, if fileable, is available for all documents for profit corporations, limited liability companies, limited partnerships and nonprofit corporations.

The nonrefundable expedited service fee is in addition to the regular fees applicable to the specific document.

Please complete a separate CSCL/CD-272 form for expedited service for each document submitted in person, by mail or MICH-ELF.

24-hour service - $50 for formation documents and applications for certificate of authority.

24-hour service - $100 for any document concerning an existing entity.

Same day service

- **Same day - $100 for formation documents and applications for certificate of authority.**
- **Same day - $200 for any document concerning an existing entity.**

Review completed on day of receipt. Document and request for same day expedited service must be received by 1 p.m. EST OR EDT.

- **Two hour - $500**

Review completed within two hours on day of receipt. Document and request for two hour expedited service must be received by 3 p.m. EST OR EDT.

- **One hour - $1000**

Review completed within one hour on day of receipt. Document and request for 1 hour expedited service must be received by 4 p.m. EST OR EDT.

First time MICH-ELF user requesting expedited service must obtain a MICH-ELF filer number prior to submitting a document for expedited service. CSCL/CD-901.

Changes to information on MICH-ELF user's account must be submitted before requesting expedited service. CSCL/CD-901.

Documents submitted by mail are delivered to a remote location for receipts processing and are then forwarded to the Corporations Division for review. Day of receipt for mailed expedited service requests is the day the Corporations Division receives the request.